

MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
December 16, 2014
6:00 pm CST

I. Call to Order –Mayor Schafer called the meeting to order at 6:00 p.m. CST

1. Invocation – Councilmember Rech

2. Pledge of Allegiance – Councilmember Rech

3. Roll Call –

Present: Mayor Schafer, Councilmembers Lopez, LaFontaine, Knobloch and Rech.

Absent: Sislow

4. Confirmation or Adjustment of the Agenda Order – Councilmember Rech moved, seconded by Councilmember Lopez, to amend the Agenda Order with an addition as follows:

4. f. Item 2014-3274 – Amend Holiday Schedule

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

II. Presentation Agenda

1. Council Comments

- a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on January 6, 2015 in Council Chambers located at 5000 Diamondhead Circle
- b. City Hall will be closed December 25-26, 2014 and January 1 – 2, 2015 for Christmas and New Year Holidays as authorized by Proclamation of the Governor

2. City Manager's Report

Drainage work behind City Hall:

The contractor has filled in the existing ditch and constructed a temporary ditch. Drainage pipe is currently being installed and boxes are being constructed. The contractor intends to complete the project within the next two weeks. We will have another construction meeting on Monday at 10:00 am to discuss progress and any potential issues.

Diamondhead North Drainage Concerns:

There are major erosion concerns in a ditch located behind 57579 Diamondhead Dr. North and 54577 Diamondhead Dr. West. Our engineer, Nancy Depreo has investigated

and reports that the ditch has washed out 5 plus feet of soil in some areas near the 90 degree bend. I will be meeting with Nancy and Richard Sullivan about possible solutions later this week.

Branding - Request for Proposals:

Proposal submissions will be received by Linda McCarthy at the Hancock County Chamber of Commerce until 5:00 pm on Thursday, January 8, 2015.

Audit Services – Request for Proposals:

Connie Scott will receive proposals from qualified firms until 10:00 am on Thursday, January 8, 2015. We have developed scoring criteria and will assemble a small evaluation committee to carefully review and score each proposal.

CAPTAIN AL HERMAN PRESENTED THE POLICE REPORT FOR DECEMBER 1 – 16, 2014

3. Public Comments on Agenda Items - None

III. Policy Agenda

1. Approval of Minutes

- a. Councilmember Lopez moved, seconded by Councilmember LaFontaine to approve December 2, 2014 minutes as presented

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

2. Tabled Items:

- a. **2014-3258:** Resolution 2014-118 Resolution of Support of Clarity Law
Councilmember Knobloch moved, seconded by Councilmember LaFontaine to adopt Resolution 2014-118 in Support of the Clarity Law

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- b. **2014-3259:** Interlocal Agreement with Hancock County Solid Waste Authority for office space at City Hall

Councilmember LaFontaine moved, seconded by Councilmember Knobloch to place on hold the Interlocal Agreement with Hancock County Solid Waste Authority

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

3. Resolutions:

- a. **2014-3267**: Resolution 2014-119 Requesting the Gulf Regional Planning Commission Appoint City Manager Clovis Reed to serve as Commissioner

Councilmember LaFontaine moved, seconded by Councilmember Knobloch to adopt Resolution 2014-119 Requesting the Gulf Regional Planning Commission Appoint City Manager Clovis Reed to serve as Commissioner

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- b. **2014-3270**: Resolution 2014-120 Authorizing the Acceptance of a Deed of Dedication and For Related Purposes (Dairy Queen Road)

Councilmember LaFontaine moved, seconded by Councilmember Knobloch to adopt Resolution 2014-120 Authorizing the Acceptance of Deed of Dedication of Dedication and For Related Purposes (Dairy Queen Road)

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

4. Other Actions:

- a. **2014-3264**: Post-event discussion and recognition - Town Green Holiday Celebration

Councilmember Knobloch reflected on the successful 1st Annual Town Green Celebration. He thanked everyone for their contributions. Mayor Schafer and Councilmembers concurred with Councilmember Knobloch. Councilmember Knobloch said commendation letters for Kristin Ventura, Elaine Bienvenu and Jeannie Klein would be forthcoming.

- b. **2014-3265**: Discussion/possible action to determine location of proposed gazebo for City Hall

Councilmember Lopez moved, seconded by Councilmember LaFontaine, for the location of the proposed gazebo to set geographically somewhere between Plan 1 and Plan 3 with the exact determination to be made by City Manager Reed and Ronal Jones, Building Department Director

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- c. **2014-3266**: Agreement with Professional Grant Management Services, LLC for 2014 CDBG – ADA Improvements to City Hall and authorize City Manager to execute same

Councilmember Rech moved, seconded by Councilmember LaFontaine, to approve the Agreement with Professional Grant Management Services, LLC for 2014 CDBG – ADA Improvements to City Hall and to authorize City Manager to execute same

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- d. **2014-3268**: Appropriate up to \$10,000 as 20% grant match funding through Gulf Regional Planning Commission for a Surface Transportation and Connectivity Study

Councilmember Lopez moved, seconded by Councilmember Knobloch, to appropriate up to \$10,000 as 20% grant match funding through Gulf Regional Planning Commission for a Surface Transportation and Connectivity Study

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- e. **2014-3269**: Approve Agreement with Levanway & Associates and authorize City Manager to execute same

Councilmember Knobloch moved, seconded by Councilmember Rech, to approve the Agreement with Levanway & Associates, PLLC for professional services beginning December 1, 2014 and ending November 30, 2014 at a base fee in the amount of \$33,000.00 (payable in 11 installments) and to authorize the City Manager to execute same

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

- f. **2014-3274**: Amendment to Holiday Schedule

Councilmember Rech moved, seconded by Councilmember LaFontaine, to amend the holiday schedule to include Friday, December 26, 2014 rather than Wednesday, December 24, 2014 as allowed by Governor Bryant’s December 10, 2014 Proclamation

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

IV. Routine Agenda

1. Docket of Claims (Claim #DKT151068 thru #DKT151103)

Councilmember Rech moved, seconded by Councilmember Knobloch, to approve the Docket of Claims (Claim #DKT151068 thru #DKT151103) as presented

Ayes: Lopez, LaFontaine, Knobloch and Rech. Abstain: Mayor Schafer. Absent: Sislow.

MOTION CARRIED

2. Net Payroll, including benefits and taxes, December 10, 2014 - \$43,290.60
3. November 2014 Financials

V. Public Comments on Non Agenda Items-

Angela McKenna addressed the Mayor and Council with the regard to the ordinance governing dogs. She urged for review of the existing ordinance and for the County Animal Control Officer to be on weekend duty. She described her experience with a loose pit bulldog entering upon her property. Ms. McKenna says when she contacted non-emergency dispatch she was told the Animal Control Officer did not work on weekends. Captain Al Hermann explained otherwise reporting that his department had visited the home and reports have prepared.

EXECUTIVE SESSION

Councilmember LaFontaine moved, seconded by Councilmember Lopez, to enter into closed session at 6:54 p.m. CST to determine the necessity for an Executive Session.

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

Councilmember LaFontaine moved, seconded by Councilmember Rech, to enter into Executive Session for potential litigation matters pertaining to a building permit.

Ayes: Lopez, LaFontaine, Knobloch, Rech, Sislow and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

Councilmember Lopez moved, seconded by Councilmember Knobloch, to come out of Executive Session.

Ayes: Lopez, LaFontaine, Knobloch, Rech and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

The motion carried and the regular meeting reconvened at 7:19 p.m. CST.

RETURN TO REGULAR SESSION

The City Attorney announced that possible litigation matters were discussed in executive session and no official action was taken while in Executive Session.

VI. Adjourn/Recess

At 7:24 p.m. CST Councilmember Lopez moved, seconded by Councilmember LaFontaine, to recess until 8:30 a.m. Thursday, December 18, 2014.

Ayes: Lopez, LaFontaine, Rech, Knobloch and Mayor Schafer. Nays: None. Absent: Sislow.

MOTION CARRIED UNANIMOUSLY

Thomas E. Schafer, IV
Mayor

Kristin Ventura
City Clerk